

Natchitoches City Council will have a pre-council meeting beginning at 5:00 p.m. and ending at 5:30 p.m. to discuss non-agenda items. The City Council meeting will begin promptly at 5:30 p.m. on the second and fourth Monday of each month and will be reserved to only items on the Agenda. The public is invited to both the pre-council meetings and council meetings with the understanding that items not on the agenda will not be discussed at the scheduled council meetings, but the public is welcome to discuss any topic at the pre-council meetings.

## NATCHITOCHES CITY COUNCIL MEETING NOVEMBER 26, 2012 5:30 P.M.

### A G E N D A

1. **CALL TO ORDER**
2. **INVOCATION**
3. **PLEDGE OF ALLEGIANCE**
4. **READING AND APPROVAL OF THE MINUTES OF NOVEMBER 13, 2012**
5. **PRESENTATION OF MISS MERRY CHRISTMAS, MISS NATCHITOCHES TEEN AND CHRISTMAS BELLES**

Miss Merry Christmas	-	Melanie Maggio
Miss Natchitoches Teen	-	Maygan Baker
Christmas Belles	-	Emilie King, Kaitlynn Bedgood, Sarah Funderburk, Lindsay Lee, Courtney Rachal, Camille Lott, Faith Stanfield
6. **PRESENTATION OF CHRISTMAS ANGELS**

Annaliece Romero – Pre-K	
Leila Walkoviak – K	
Margaret Dunn – 1 <sup>st</sup>	
Bailey Newlee – 2 <sup>nd</sup>	
Bailee Scott – 3 <sup>rd</sup>	
Amelia Strahan – 4 <sup>th</sup>	
Melanie Nation – 5 <sup>th</sup>	
Haley Franks – 6 <sup>th</sup>	
Kayla Walker – 7 <sup>th</sup>	
Emmalyn Houghtby – 8 <sup>th</sup>	
7. **BID – AWARD:**  
**#050    Nielsen**      Ordinance Authorizing The Mayor Of The City Of Natchitoches To Award The Bid For The Purchase Of A Dump Truck For The City Of Natchitoches (Bid No. 0535)
8. **ORDINANCE – FINAL:**  
**#046    Mims**      Ordinance Declaring Certain Buildings Unsafe and Recommending That Same Be Demolished Or Put Into Repair To Comply with The Building Code, Authorizing Notice To Be Served, Fixing Hearing Date And Appointing Curator To Represent Absentees

9. **RESOLUTIONS:**

**#106 Payne** Resolution Approving The 2012 Municipal Water Pollution Prevention Audit Report For The City Of Natchitoches

**#107 Morrow** Resolution Authorizing The Mayor Of The City Of Natchitoches To Extend The Current General Services Agreement No. One With Airport Development Group For One Additional Year

**MOTION TO ADD RESOLUTION NO. 108 :**

**#108 Stamey** Resolution Authorizing The Mayor Of The City Of Natchitoches, Lee Posey, To Execute A 'First Lease Amendment' To That Lease Agreement From The City Of Natchitoches To Alltel-Communications Wireless, Inc. d/b/a Verizon Wireless, (An Assignee Of The Original Lessee, Century Cellunet Of North Louisiana Cellular Limited Partnership, To Allow The Placement Of An Additional Generator In Exchange For An Increase in Rent

12. **REPORTS:** Pat Jones - Financial Report

13. **ANNOUNCEMENTS:**

- There will **not** be a City Council meeting on **Monday, December 24, 2012**

The offices of the City of Natchitoches will be closed **Monday, December 24 & Tuesday, December 25, 2012** for the Christmas Holidays.

14. **ADJOURNMENT:**

**NOTICE TO THE PUBLIC**

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact the City Clerk's Office at (318) 352-2772 describing the assistance that is necessary.

If you wish to address the Council, please complete the "[Request to Address City Council](#)" form located on the entrance table.

**PROCEEDINGS OF THE CITY COUNCIL  
OF THE CITY OF NATCHITOCHES, STATE OF LOUISIANA,  
REGULAR MEETING HELD ON  
MONDAY, NOVEMBER 26, 2012 AT 5:30 P.M.**

The City Council of the City of Natchitoches met in legal and regular session at the Natchitoches Arts Center, 716 Second Street, Natchitoches, Louisiana on Monday, November 26, 2012, at 5:30 p.m.

There were present:

Mayor Lee Posey  
Councilman At Large Don Mims, Jr.  
Councilmen David Stamey, Dale Nielsen and Larry Payne  
Councilwoman Sylvia Morrow

Guests:

Absent:           None.

Mayor Lee Posey called the meeting to order and welcomed everyone for coming. Michael Braxton was asked to lead the invocation and Larry Payne was asked to lead the pledge of allegiance.

Mayor Posey next brought the reading and approval of the minutes of the November 13, 2012 meeting. Mr. Mims moved that we dispense with the reading of the minutes and approval of same. Seconded by Ms. Morrow. The roll call vote was as follows:

<b>Ayes:</b>	<b>Payne, Nielson, Mims, Stamey, Morrow.</b>
<b>Nays:</b>	<b>None.</b>
<b>Absent:</b>	<b>None.</b>

Mayor Posey stated he wanted to praise everyone for the hard work they have done to get this festival season started. He further stated that the Christmas Festival Committee has done a great job and everything seems to be going well. The merchants down town were pleased and everyone was doing well and he hoped that all of the community would reap some of the benefits.

Lisa Cooley stated that Miss Merry Christmas, Miss Teen Natchitoches and the Christmas Belles all serve as ambassadors for the City of Natchitoches, and asked the ladies to sing a little song which they wrote for the Council. Mayor Posey thanked the ladies for their performance. Lisa next introduced Miss Natchitoches Teen, Maygan Baker. Lisa introduced Ms. Melanie Maggio, Miss Merry Christmas 2012. Ms. Maggio thanked everyone for the recognition and stated that she hoped that she would see everyone at the Christmas Festival this weekend and wished everyone a Merry Christmas. Mayor Posey asked the girls to elaborate when they introduce themselves by telling everyone their names, what school they attend, where they are planning to go to college. Mayor Posey told them it will help them in the future when speaking in front of a group. Lisa began introducing the Christmas Belles. Ms. Emilie King introduced herself and stated that she is going to Natchitoches Central High School and she plans to go to Northwestern in the fall. Ms. Kaitlynn Bedgood introduced herself and stated that she attends St. Mary's High School. Ms. Sarah Funderburk stated that she is a student at Natchitoches Central High School and she plans to go to LSU. Ms. Lindsay Lee stated that she attends St. Mary's and she is currently undecided where she wants to go to college. Ms. Courtney Rachal stated that she is a student at Natchitoches Central and she wasn't sure what school she will be attending but she is going to medical school. Ms. Camille Lott stated that she attends St. Mary's High School and hopefully plans to attend La Tech. Ms. Faith Stanfield next introduced herself and stated that she is a student at St. Mary's and has plans to attend NSU in the fall. Mayor Posey thanked the ladies for being ambassadors for the City and asked them to keep up the good work.

Mrs. Lindsey Maggio next presented the Christmas Angels. Mayor Posey thanked them for coming out and thanked them also for being ambassadors for the City.

Annaliece Romero - Pre-K

Leila Walkoviak - K

Margaret Dunn - 1<sup>st</sup>

Bailey Newlee - 2<sup>nd</sup>

Bailee Hoover - 3<sup>rd</sup>

Amelia Strahan - 4<sup>th</sup>

Melanie Nation - 5<sup>th</sup>

Haley Franks - 6<sup>th</sup>

Kayla Walker - 7<sup>th</sup>

Emmalyn Houghtby - 8<sup>th</sup>

The young ladies posed for a picture with the Mayor. Mayor Posey thanked everyone for coming.

The following Ordinance was Introduced by Mr. Nielsen and Seconded by Mr. Payne as follows, to-wit:

**ORDINANCE NO. 050 OF 2012**

**ORDINANCE AUTHORIZING THE MAYOR OF THE CITY  
OF NATCHITOCHES TO AWARD THE BID FOR THE PURCHASE OF A DUMP  
TRUCK FOR THE CITY OF NATCHITOCHES  
(BID NO. 0535)**

**WHEREAS**, On November 20, 2012, the appointed committee of Pat Jones, Director of Finance; Edd Lee, Director of Purchasing; Bryan Wimberly, Director of Utilities; Don Mims, Councilman at Large; reviewed the bid proposals for the purchase of a dump truck for the City of Natchitoches (Bid No. 0535)

**WHEREAS**, this bid was advertised in the *Natchitoches Times* on October 26, November 2, November 9, and November 16, 2012 in accordance with law; and

**WHEREAS**, two bid proposals were received and opened as follows:

- |  |              |
|--|--------------|
| (1) Louisiana Machinery Co., LLC               |              |
| Reserve, LA .....                              | \$147,052.54 |
| (2) Peterbilt Truck Centers of Shreveport, LLC |              |
| Shreveport, LA.....                            | \$107,994.00 |

**WHEREAS**, the above appointed committee members unanimously recommend the City award the bid to the lowest bidder, **Peterbilt Truck Center of Shreveport, LLC**, of Shreveport, LA in the amount of \$107,994.00.

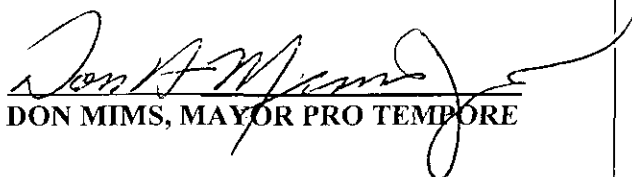
**NOW, THEREFORE, BE IT RESOLVED** that the Honorable Lee Posey, Mayor, is hereby authorized, empowered and directed to sign any and all documents necessary for acceptance of this bid.

The above Ordinance having been duly advertised in accordance with law and public hearing had on same, was put to a vote by the Mayor and the vote was recorded as follows:

<b>AYES:</b>	<b>Nielsen, Payne Mims, Stamey, Morrow</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Ordinance passed by a vote of 5 Ayes to 0 Nays this the 26<sup>th</sup> day of November, 2012.

  
LEE POSEY, MAYOR

  
DON MIMS, MAYOR PRO TEMPORE

Delivered to the Mayor on the 27<sup>th</sup> day of November, 2012 at 10:00 A.M.



**CITY OF NATCHITOCHES**  
PURCHASING DEPARTMENT

**November 20, 2012**

**Mayor Lee Posey**  
**City Hall**  
**Natchitoches, LA 71457**

**Re: Bid number 0535 – Dump Truck**

**Dear Mayor Posey,**

**The appointed committee of Pat Jones, Edd Lee, Don Mims and Bryan Wimberly, has reviewed the bid proposals for the purchase of a dump truck.**

**The committee was unanimous in its decision to award the bid to the low bidder, Peterbilt Truck Centers of Shreveport, LLC, Shreveport, LA, in the amount of \$107,994.00. One other bid was received, Louisiana Machinery Co., LLC, Reserve, LA 70084, in the amount of \$147,052.54.**

**All bids are kept at the City Purchasing Department, 1400 Sabine Street, Natchitoches, LA 71457. Anyone desiring to view the bids may do so at that location.**

**We request ratification of this award at the next meeting of the City Council on November 26, 2012.**

**Very truly yours,**

  
**Don Mims**  
Councilman at Large

  
**Bryan Wimberly**  
Director of Utilities

  
**Edd Lee**  
Director of Purchasing

  
**Pat Jones**  
Director of Finance

The following Ordinance was Introduced by Mr. Mims and Seconded by Ms. Morrow as follows,  
to-wit:

**ORDINANCE NO. 046 OF 2012**

**AN ORDINANCE DECLARING CERTAIN BUILDINGS UNSAFE  
AND RECOMMENDING THAT SAME BE DEMOLISHED OR PUT INTO  
REPAIR TO COMPLY WITH THE BUILDING CODE, AUTHORIZING  
NOTICE TO BE SERVED, FIXING HEARING DATE AND APPOINTING  
CURATOR TO REPRESENT ABSENTEES**

WHEREAS, the Director of Planning & Zoning and City Building Inspector have filed written reports with the City Council declaring that the buildings listed below are in a dangerous and unsanitary condition which makes them unsafe and endangering the public welfare, and recommending that said buildings be demolished or put in repair to comply with the Building Code, to-wit:

1. Earnest Hayes  
1436 Hill Ave.  
Natchitoches, LA 71457

**Lot Being the South 130 Feet of Lot 5 of Jeansonne's Subd. (1436 Hill Ave.)**

2. Parish Of Natchitoches  
Joella Wilson  
621 Genti St.  
Natchitoches, LA 71457

**Lot West Side Washington St., N & S By Breda & Lot West Side Washington St., N By Ravine, W By Whitehead, 65 ½ Ft. Front by 190 Ft. (1010 Washington St.)**

3. Manuel J. & Ruth C. Abreu  
233 Renee Street  
Natchitoches, LA 71457

**Lot 100 Ft Front S Side Texas St. By 440 Ft., W. By James, W. By Dew (1613 Texas St. and 1619 Texas St.)**

4. Brenda Louise Dailey, Et Al  
C/O Brenda L. Hanson  
1036 Parkway Dr.  
Natchitoches, LA 71457

**Lots 1, 2, & 3 of the R. Stacy Williams Subd. (mobile home at 1501 Salter St.)**

5. Henri W. Merrick, Et Als  
6171 Llanfair Drive  
Columbia, MD 21044

**2 Lots West Side 8<sup>th</sup> St., Lettered X & Y, North By Lawrence, S By Jordan (930 Martin Luther King Dr.)**

6. Alberta B. Harrison  
C/O Justamona B. Mack  
2405 Saddlewood Lane  
Palm Harbor, FL 34685

**Lot 5 Block 2 of Ellis Dean Addition (1021 Dean St.)**


**THIS ORDINANCE** was introduced on October 22, 2012 and published in the *Natchitoches Times* on October 26, 2012.

The above Ordinance having been duly advertised in accordance with law and public hearing had on same, was put to a vote by the Mayor and the vote was recorded as follows:

<b>AYES:</b>	<b>Mims, Morrow, Payne, Nielsen, Stamey</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Ordinance passed by a vote of 5 Ayes to 0 Nays this the 26<sup>th</sup> day of November, 2012.

  
LEE POSEY, MAYOR

  
DON MIMS, MAYOR PRO TEMPORE

Delivered to the Mayor on the 27<sup>th</sup> day of November, 2012 at 10:00 A.M.



Ms. Juanita Fowler stated there are owners present who would like to comment. The first property on the list is owned by Earnest Hayes who agrees the house is irreparable and they are in the process of tearing it down. Ms. Wilson is here to comment on her property and has a copy of a report that her contractor submitted with regard to their intent with this property. Mrs. Abreu responded with an email in which she agrees that the properties on Texas Street needs to be demolished. She has asked for a month's extension from October 22<sup>nd</sup> and this time is in line with the timeframe we have now. Ms. Fowler stated that she assumes they will go ahead and tear down those houses on Texas Street. Ms. Fowler stated that we do have a 30 day lay-over from tonight where no action is taken on the property. Ms. Fowler reported that she had no response from Ms. Hanson with regard to the property owned by Brenda Dailey on Salter Street. She continued that she has received no response from Henri Merrick. Ms. Fowler stated that, Chelsea White is here and would like to give a statement of intend with regard to the property of Ms. Harrison on Dean Street. Ms. Fowler confirmed that there is a 30 day lay over from tonight's meeting before they can take action on the property. Ms. Fowler further confirmed if the owner wants to repair, then as long as activity begins and we can show there is continuous activity, in that event there will be no demolition. Ms. Fowler stated that we want to have a timeframe in the record so the repairs don't drag on for an indefinite amount of time. Ms. Morrow stated that Chelsea White and Ms. Joella Wilson were present and she would like to hear what they have to say prior to voting. Mr. Sherman Vogel (contractor) stated he is working with Ms. Wilson to restore the property on Washington Street and he has discovered that the structure is over a hundred years old. He stated that the house has hand cut square head nails and old beams and he would like to see the property restored rather than see it demolished as it could be an asset to the community. The contractor stated that he has met with Ms. Fowler and we sat down and talked about a time line. He continued that when you are dealing with a historic restoration it's not like new construction. It is a lot more time consuming and you have to do research and you want to put it back the way it was. You are trying to find time period material and such. The contractor stated he has a home donated to him that has the same siding and the same windows. He continued that this project will be labor intensive. He continued that some of the back of the house has to be demolished, but they are going to put it back in its original state. He stated they have asked for a six month extension to work on it and we will do everything in their power to get this done. He stated he has some background in historic restoration and he is presently working on two log cabins built in the 1860s and he has worked with the Habitat. They have also drawn up plans to make the house handicap assessable. He stated that they are going to apply to have the house put on the historic register and they are working with the students at the Preservation and Technology to do research on the house to make sure they are moving forward with what is historically correct. Ms. Morrow thanked him and stated she has been in contact with Ms. Wilson about two grants she has looked into. Ms. Fowler stated that it is the Council's pleasure to give the timeframe for the house to be rehabilitated. The timeframe presented in their outline is what we want to adhere to and we will certainly allow an opportunity for work to be giving the nature of that house and the significant history of it. It is certainly worth saving it is just a matter of getting the work done and getting it done in a timely manner. What they have presented is a total of six months, starting out doing the exterior changes and then to work on the inside in the next three months. Mayor Posey asked if Ms. Fowler's department is agreeable with the timeline. Ms. Fowler stated they are agreeable to this timeline. Ms. Morrow stated that she visited the property and everything is definitely coming along and she thinks he will do an excellent job and she is in favor of the six month timeline. Mr. Payne suggested that we need to set a maximum timeline on everyone. We used to give them 90 days and as long as there were improvements, then we granted an extra 90 days. Mr. Payne stated his concern was that the contractor stated he was working the students at the Preservation and Technology and the kids are about to get out of school and it will probably be mid-January before you get research out of them. Mr. Payne continued he would recommend that the contractor do whatever it takes because he would not want to see them back six months from now. Mr. Payne stated that it was his understanding from Ms. Fowler that as long as there was progress on the house it would not be torn down, even if we vote on this tonight and Ms. Fowler has the right to monitor the progress of the construction. If they are working on this house we are not going to tear it down.

The contractor stated that the Preservation did not adhere to Northwestern's schedule so that should not be a problem. Ms. Morrow stated that she would like to point out that if they are dealing with a historic preservation it is a different situation. Ms. Morrow continued that this house has some historic value and they will have to check on certain rules and regulations. Ms. Morrow also advised Ms. Wilson there are some historic grants she needs to check into. Ms. Fowler pointed out that this structure is not in our Historic District so the grants that are available through that particular program do not relate to this house. Ms. Morrow said there are some other grants and development that she can look into that could go along with that particular house. Ms. Fowler stated that she wanted to see the exterior work completed in a reasonable amount of time because that is what presents at that location. Mr. Payne stated that in the past he has seen these properties start off with work being done and the work needs to be continuous. Mr. Payne continued that if it is going to be six months, then they need to work on it on a daily basis and get it done because he doesn't want to see this property unfinished in twelve months. Mr. Payne stated that if we agree to six months, then at the end of six months he expects to see the house substantially up to standards where it should be. In the past we have granted additional days and the houses don't get completed. They work on them for the first thirty to sixty days then they just sit dormant and boarded up, then when we bring the back up and the owners say they need more time. Mr. Payne stated that he wanted to be clear about this. If they are granted six months, then in six months it needs to be up to standards. Mr. Nielson stated that he agrees with Mr. Payne, and six months is a very reasonable amount to get it completed and hopefully in half of that time they can at least get the outside to where it is acceptable, then you will have a little more extra time with the interior. Ms. Fowler recommended 90 days to see substantial work and then they can request an extension beyond that point rather than just setting six months. Mr. Payne stated he would like that. Mayor Posey stated that we are going to vote on these properties as a group and we will read in Item No. 2 being with 1010 Washington Street. Mayor Posey asked if the Council needed to amend the motion. Ms. Fowler stated that they will not need to amend the motion as long as it is acknowledged by the Council. Mayor Posey invited Ms. Chelsea White to speak. Ms. White thanked the Council for allowing her to speak about the property located at 1021 Dean Street. Ms. White stated that property owner is deceased and she is in the process of getting the Judgment of Possession completed. She continued that she has taken a look at the property and she agrees that it is in a dilapidated condition and it needs some work. Ms. White stated that she had some contractors look at the property last week was able to determine that in the next thirty days we can get the yard cleaned, all of the debris hauled off, and the doors and windows boarded to the City's specifications. Ms. White stated that she wanted to do that in order to stop the vandalism and breaking in of the house that has occurred. Ms. White continued that in this thirty day timeframe she will be able to clean interior of the house and make repairs to the sheetrock and paint the interior and having the exterior painted and having some repairs made to the roof and fascia. Ms. White stated that she will need an additional thirty to sixty days to complete the electrical work and sheetrock repairs. Mr. Stamey stated that as long as they have a plan and supervision from Ms. Fowler the he is very comfortable that both of these properties will move forward with their plan. Mr. Nielson recommend that we put both properties together and give them ninety days to complete substantial work on the properties and then they can come back for an additional ninety days. Mayor Posey recommend to Ms. White that she complete the cosmetic work in the next thirty days. Ms. Morrow stated that we have two property owners who did not respond and we need to know what to do. Ms. Fowler advised that we will wait the thirty days and then we will start securing the instruments to tear them down.

The following Resolution was introduced by Mr. Payne and Seconded by Mr. Stamey as follows,  
to -wit:

**RESOLUTION NO. 106 OF 2012**

**A RESOLUTION APPROVING THE 2012 MUNICIPAL WATER POLLUTION  
PREVENTION AUDIT REPORT FOR THE CITY OF NATCHITOCHES**

**WHEREAS**, the City of Natchitoches owns and operates a Waste Water Treatment facility; and

**WHEREAS**, the Louisiana Department of Environmental Quality ("La DEQ") has permitted the operation of the Waste Water Treatment Facility under LPDES Permit #LA0095222; and

**WHEREAS**, the Natchitoches City Council hereby confirms that it has reviewed and approved the Environmental Audit Report and hereby informs EPA Region 6 that the following actions were taken by the Mayor and the City Council:

1. Reviewed the Municipal Water Pollution Prevention Environmental Audit Report, which is attached to this resolution.
2. Set forth the following actions necessary to maintain permit requirements contained in the NPDES Permit Number LA0095222:

Resolved to provide the necessary funding to provide  
Training opportunities for all water and wastewater personnel.

**WHEREAS**, the Natchitoches City Council acknowledges that the operation of the Waste Treatment Facility is in compliance with the provisions of the LPDES discharge permit.


**NOW, THEREFORE, BE IS RESOLVED** that the Clerk for the City is Natchitoches is hereby authorized and directed to submit to the Louisiana Department of Quality the Annual Environmental Audit Report for the period August, 2012 through July 2013.

**BE IT FURTHER RESOLVED** that the Clerk for the City of Natchitoches is hereby authorized to provide any other information as may be required by the LaDEQ.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Payne, Stamey, Nielsen, Mims, Morrow</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Resolution passed by a vote of 5 Ayes to  
0 Nays this the 26<sup>th</sup> day of November, 2012.

  
\_\_\_\_\_  
LEE POSEY, MAYOR

**LOUISIANA**  
**MUNICIPAL WATER**  
**POLLUTION PREVENTION**  
**MWPP**



<b>Facility Name:</b>	City of Natchitoches/Wastewater Treatment Plant
<b>LPDES Permit Number:</b>	LA0095222
<b>Agency Interest (AI) Number:</b>	38060
<b>Address:</b>	P.O. Box 37
	Natchitoches, LA 71457
<b>Parish:</b>	Natchitoches
<b>(Person Completing Form) Name:</b>	Harry Garsee
<b>Title:</b>	Plant Manager
<b>Date Completed:</b>	11-09-12

# INSTRUCTIONS

1. Complete only the sections of the Environmental Audit which apply to your wastewater treatment system. Leave sections that do not apply blank and enter a "0" for the point value.
2. Parts 1 through 7 contain questions for which points may be generated. These points are intended to communicate to the department and the governing body or owner what actions will be necessary to prevent effluent violations. Place the point totals from parts 1 through 7 on the Point Calculation page.
3. Add up the point totals.
4. Submit the Environmental Audit to the governing body or owner for review and approval.
5. The governing body must pass a resolution which contains the following items:
  - a. The resolution or letter must acknowledge the governing body or owner has reviewed the Environmental Audit.
  - b. This resolution must indicate specific actions, if any, will be taken to maintain compliance and prevent effluent violations. Proposed actions should address the parts where maximum or close to maximum points were generated in the Environmental Audit.
  - c. The resolution should provide any other information the governing body deems appropriate.

Permit #: LA0095222

# **PART 1: INFLUENT FLOW/LOADINGS (all plants)**

- A. List the average monthly volumetric flows and BOD loadings received at your facility during the last reporting year.

Column 1 Average Monthly Flow (million gallons per day, MGD)		Column 2 Average Monthly BOD5 Concentration (mg/l)		Column 3 Average Monthly BOD5 Loading (pounds per day, lb/day)
1.75	x	200	x 8.34 =	2919
2.20	x	284	x 8.34 =	5211
2.01	x	360	x 8.34 =	6034
2.67	x	210	x 8.34 =	4676
3.05	x	322	x 8.34 =	8190
3.00	x	263	x 8.34 =	6580
1.70	x	185	x 8.34 =	2623
1.69	x	198	x 8.34 =	2791
1.96	x	190	x 8.34 =	3106
1.76	x	225	x 8.34 =	3303
1.87	x	247	x 8.34 =	3852
1.63	x	235	x 8.34 =	3195

BOD loading = Average Monthly Flow (in MGD) x Average Monthly BOD concentration (in mg/l) x 8.34

- B. List the design flow and design BOD loading for your facility in the blanks below. If you are not aware of these design quantities, refer to your Operation and Maintenance (O&M) Manual or contact your consulting engineer.

Design Flow, MGD:

4.9

x 0.90 =

Design BOD, lb/day:

9,808

x 0.90 =

4.41

8,827

Permit #: **LA0095222**

- C. How many months did the monthly flow (Column 1) to the wastewater treatment facility (WWTF) exceed 90% of design flow? Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	6	7	8	9	10	11	12
points	0	0	0	0	0	5	5	5	5	5	5	5	5

Write 0 or 5 in the C point total box  C Point Total

- D. How many months did the monthly flow (Column 1) to the WWTF exceed the design flow? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	6	7	8	9	10	11	12
points	0	5	5	10	10	15	15	15	15	15	15	15	15

Write 0, 5, 10 or 15 in the D point total box  D Point Total

- E. How many months did the monthly BOD loading (Column 3) to the WWTF exceed 90% of the design loading? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	6	7	8	9	10	11	12
points	0	0	5	5	5	10	10	10	10	10	10	10	10

Write 0, 5, or 10 in the E point total box  E Point Total

- F. How many months did the monthly BOD loading (Column 3) to the WWTF exceed the design loading? Circle the number of months and corresponding point total. Write the point total in the box below at the right.

months	0	1	2	3	4	5	6	7	8	9	10	11	12
points	0	10	20	30	40	50	50	50	50	50	50	50	50

Write 0, 10, 20, 30, 40 or 50 in the F point total box  F Point Total

- G. Add together each point total for C through F and place this sum in the box below at the right.

**TOTAL POINT VALUE FOR PART 1:**  (max = 80)

Also enter this value or 80, whichever is less, on the point calculation table on page 16.

Permit #: **LA0095222**

## PART 2: EFFLUENT QUALITY / PLANT PERFORMANCE

- A. List the monthly average effluent BOD and TSS concentrations produced by your facility during the last reporting year.

Month	Column 1 Average Monthly BOD (mg/l)	Column 2 Average Monthly TSS (mg/l)
Nov. 11	5.5	12.6
Dec. 11	4.2	9.5
Jan. 12	3.0	7.0
Feb. 12	5.1	8.3
Mar. 12	9.5	16.8
Apr. 12	6.2	8.2
May 12	6.6	8.6
June 12	6.7	9.6
July 12	3.2	4.5
August 12	3.0	3.7
Sept. 12	2.2	3.6
Oct. 12	3.2	5.7

- B. List the monthly average permit limits for your facility in the blanks below.

	Permit Limit		90% of Permit Limit
BOD, mg/l	30	$\times 0.90 =$	27
TSS, mg/l	30	$\times 0.90 =$	27



Permit #: LA0095222

**D. Other Monitoring and Limitations**

- i. At any time in the past year was there an exceedance of a permit limit for other pollutants such as: ammonia-nitrogen, phosphorus, pH, total residual chlorine, or fecal coliform?

✓ Check one box.

☐

Yes

☒

No

*If Yes, Please describe:*

- ii. At any time in the past year was there a "failure" of a Biomonitoring (Whole Effluent Toxicity) test of the effluent?

✓ Check one box.

☐

Yes

☒

No

*If Yes, Please describe:*

- iii. At any time in the past year was there an exceedance of a permit limit for a toxic substance?

✓ Check one box.

☐

Yes

☒

No

*If Yes, Please describe:*

Permit #: LA0095222

**PART 3: AGE OF THE WASTEWATER TREATMENT FACILITY**

- A. What year was the wastewater treatment facility constructed or last major expansion/improvements completed?

1993

*Current Year* - *Answer to A* = *Age in years*

2012 - 1993 = 19

Enter Age in Part C below.

- B. ✓ Check the type of treatment facility that is employed.

	FACTOR:
<input checked="" type="checkbox"/> Mechanical Treatment Plant (trickling filter, activated sludge, etc...) Specify Type: <u>Activated Sludge</u>	2.5
<input type="checkbox"/> Aerated Lagoon	2.0
<input type="checkbox"/> Stabilization Pond	1.5
<input type="checkbox"/> Other Specify Type: _____	1.0

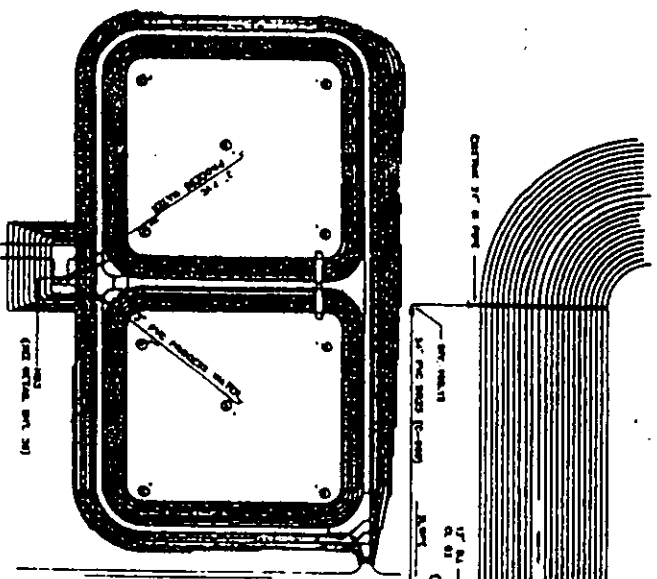
- C. Multiply the factor listed next to the type of facility your community employs by the age of your facility to determine the total point value for Part 3.

**TOTAL POINT VALUE FOR PART 3 =**

$$\frac{2.5}{\text{Factor}} \times \frac{19}{\text{Age}} = \boxed{48} \text{ (max = 50)}$$

Also enter this value or 50, whichever is less, on the point calculation table on page 16.

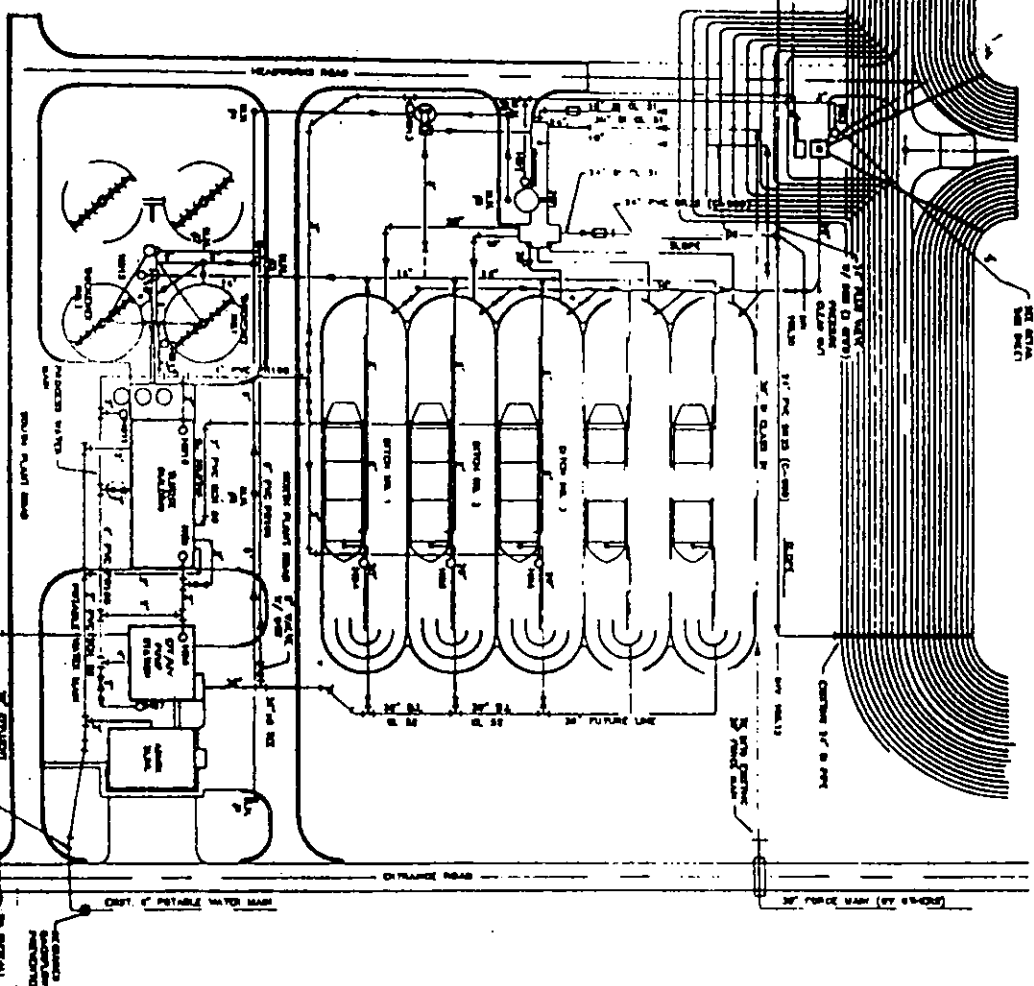
- D. Please attach a schematic of the treatment plant.



MECHANICAL LAGOON DETAIL

NOTES

1. All steel work shall be painted with a heavy coat of rust-inhibiting paint.
2. All concrete work shall be finished with a smooth, troweled surface.
3. All concrete work shall be finished with a smooth, troweled surface.
4. All concrete work shall be finished with a smooth, troweled surface.
5. All concrete work shall be finished with a smooth, troweled surface.
6. All concrete work shall be finished with a smooth, troweled surface.
7. All concrete work shall be finished with a smooth, troweled surface.
8. All concrete work shall be finished with a smooth, troweled surface.
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11. All concrete work shall be finished with a smooth, troweled surface.
12. All concrete work shall be finished with a smooth, troweled surface.
13. All concrete work shall be finished with a smooth, troweled surface.
14. All concrete work shall be finished with a smooth, troweled surface.
15. All concrete work shall be finished with a smooth, troweled surface.
16. All concrete work shall be finished with a smooth, troweled surface.
17. All concrete work shall be finished with a smooth, troweled surface.
18. All concrete work shall be finished with a smooth, troweled surface.
19. All concrete work shall be finished with a smooth, troweled surface.
20. All concrete work shall be finished with a smooth, troweled surface.



CITY OF NATCHITOCHES, LOUISIANA  
WASTEWATER TREATMENT PLANT  
CONTRACT 2A

NO.	DESCRIPTION	DATE	BY
1	DESIGN	11/1/77	J. A. [illegible]
2	CONSTRUCTION	11/1/77	J. A. [illegible]
3	OPERATION	11/1/77	J. A. [illegible]
4	MAINTENANCE	11/1/77	J. A. [illegible]
5	REPAIRS	11/1/77	J. A. [illegible]
6	UPGRADES	11/1/77	J. A. [illegible]
7	RENOVATIONS	11/1/77	J. A. [illegible]
8	DEMOLITIONS	11/1/77	J. A. [illegible]
9	RECONSTRUCTIONS	11/1/77	J. A. [illegible]
10	REPAIRS	11/1/77	J. A. [illegible]

# **PART 4: OVERFLOWS AND BYPASSES**

## **A.**

- i. List the number of times in the last year there was an overflow, bypass or unpermitted discharge of untreated or incompletely treated wastewater due to heavy rain:

0 ✓ Check one box. ☒ 0 = 0 points ☐ 3 = 15 points  
☐ 1 = 5 points ☐ 4 = 30 points  
☐ 2 = 10 points ☐ 5 or more = 50 points

- ii. List the number of bypasses, overflows or unpermitted discharges shown in A (i) that were within the collection system and the number at the treatment plant

Collection System: 0 Treatment Plant: \_\_\_\_\_

## **B.**

- i. List the number of times in the last year there was an overflow, bypass or unpermitted discharge of untreated or incompletely treated wastewater due to equipment failure, either at the treatment plant or due to pumping problems in the collection system:

0 ✓ Check one box. ☒ 0 = 0 points ☐ 3 = 15 points  
☐ 1 = 5 points ☐ 4 = 30 points  
☐ 2 = 10 points ☐ 5 or more = 50 points

- ii. List the number of bypasses, overflows or unpermitted discharges shown in B (i) that were within the collection system and the number at the treatment plant

Collection System: 0 Treatment Plant: 0

- C. Specify whether the bypasses came from the city/village/town sewer system or from contract or tributary communities/sanitary districts, etc...

N/A

- D. Add the point values checked for A and B and place the total in the box below.

**TOTAL POINT VALUE FOR PART 4:** 0 (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

- E. List the person responsible (name and title) for reporting overflows, bypasses or unpermitted discharges to State and Federal authorities:

Dwane Steadman

Describe the procedure for gathering, compiling and reporting:

Work Orders

Permit #: LA0095222

## PART 5: SLUDGE STORAGE AND DISPOSAL SITES

### A. Sludge Storage

How many months of sludge storage capacity does your facility have available, either on-site or off-site?

Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

months	<2	2	3	4-5	>6
points	50	30	20	10	0

Write 0, 10, 20, 30 or 40 in the A point total box 50 A Point Total

### B. For how many months does your facility have access to (and approval for) sufficient land disposal sites to provide proper land disposal?

Circle the number of months and the corresponding point total. Write the point total in the box below at the right.

months	<2	6-11	12-23	24-35	>36
points	50	30	20	10	0

Write 0, 10, 20, 30 or 40 in the B point total box 0 B Point Total

### C. Add together the A and B point values and place the sum in the box below at the right:

**TOTAL POINT VALUE FOR PART 5:** 50 (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

Permit #: LA0095222

**PART 6: NEW DEVELOPMENT**

- A. Please provide the following information for the total of all sewer line extensions which were installed during the last year.

Design Population: \_\_\_\_\_

Design Flow: \_\_\_\_\_ MGD

Design BOD: \_\_\_\_\_ mg/l

- B. Has an industry (or other development) moved into the community or expanded production in the past year, such that either flow or pollutant loadings to the sewerage system were significantly increased (5% or greater)?

✓ Check one box. ☐ Yes = 15 points ☒ No = 0 points

*If Yes, Please describe:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any new pollutants:

\_\_\_\_\_  
\_\_\_\_\_

- C. Is there any development (industrial, commercial or residential) anticipated in the next 2-3 years, such that either flow or pollutant loadings to the sewerage system could significantly increase?

✓ Check one box. ☐ Yes = 15 points ☒ No = 0 points

*If Yes, Please describe:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any new pollutants you anticipate:

\_\_\_\_\_  
\_\_\_\_\_

- D. Add together the point value checked in B and C and place the sum in the box below.

**TOTAL POINT VALUE FOR PART 6:**  (max = 30)

Also enter this value or 30, whichever is less, on the point calculation table on page 16.

Permit #: LA0095222

**PART 7: OPERATOR CERTIFICATION AND EDUCATION**

- A. What was the name of the operator-in-charge for the reporting year?

Name: Harry Garsee

- B. What is his or her certification number:

Cert. #: 16-430

- C. What level of certification is the operator-in-charge required to have to operate the wastewater treatment facility?

Level Required: 3

- D. What is the level of certification of the operator-in-charge?

Level Certified: 4

- E. Was the operator-in-charge of the report year certified at least at the grade level required in order to operate this plant?

✓ Check one box. ☒ Yes = 0 points ☐ No = 50 points

Write 0 or 50 in the E point total box 0 E Point Total

- F. Has the operator-in-charge maintained recertification requirements during the reporting year?

✓ Check one box. ☒ Yes ☐ No

- G. How many hours of continuing education has the operator-in-charge completed over the last two calendar years?

✓ Check one box. ☒ > 12 hours = 0 points ☐ < 12 hours = 50 points

Write 0 or 50 in the G point total box 0 G Point Total

- H. Is there a written policy regarding continuing education and training for wastewater treatment plant employees?

✓ Check one box. ☐ Yes ☒ No

Explain: \_\_\_\_\_

- I. What percentage of the continuing education expenses of the operator-in-charge were paid for:

By the permittee? 100% By the operator? \_\_\_\_\_

- J. Add together the E and G point values and place the sum in the box below at the right.

**TOTAL POINT VALUE FOR PART 7:** 0 (max = 100)

Also enter this value or 100, whichever is less, on the point calculation table on page 16.

Permit #: LA0095222

**PART 8: FINANCIAL STATUS**

A. Are User-Charge Revenues sufficient to cover operation and maintenance expenses?

√ Check one box.



Yes



No

*If No, How are O&M costs financed?*

B. What financial resources do you have available to pay for your wastewater improvements and reconstruction needs?

SEWER FEES



Permit #: LA0095222

**PART 9: SUBJECTIVE EVALUATION**

**A. Collection System Maintenance**

- i. Describe what sewer system maintenance work has been done in the last year.

ROUTINE MAINTENANCE

- ii. Describe what lift station work has been done in the last year.

ROUTINE MAINTENANCE

- iii. What collection system improvements does the community have under construction for the next 5 years?

NONE

**B. If you have ponds please answer the following questions:**

✓ Check one box.

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| i. Do you have duckweed buildup in the ponds?                                       | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| ii. Do you mow the dikes regularly (at least monthly), to the waters edge?          | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iii. Do you have bushes or trees growing on the dikes or in the ponds?              | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| iv. Do you have excess sludge buildup (> 1foot) on the bottom of any of your ponds? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| v. Do you exercise all of your valves?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| vi. Are your control manholes in good structural shape?                             | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| vii. Do you maintain at least 3 feet of freeboard in all of your ponds?             | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| viii. Do you visit your pond system at least weekly?                                | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Permit #: LA0095222

C. Treatment Plants

- i. Have the influent and effluent flow meters been calibrated in the last year?

☒ Yes ☐ No (✓ Check one box.)

Influent flow meter calibration date(s)

08-03-2012

Effluent flow meter calibration date(s)

- ii. What problems, if any, have been experienced over the last year that have threatened treatment?

NONE

- iii. Is your community presently involved in formal planning for treatment facility upgrade?

✓ Check one box.

☐ Yes

☒ No

If Yes, Please describe:

Permit #: LA0095222

**D. Preventive Maintenance**

- i. Does your plant have a written plan for preventive maintenance on major equipment items?

✓ Check one box.

☒ Yes

☐ No

*If Yes, Please describe:*

O & M MANUALS

- ii. Does this preventive maintenance program depict frequency of intervals, types of lubrication and other preventive maintenance tasks necessary for each piece of equipment?

☒ Yes

☐ No

- iii. Are these preventive maintenance tasks, as well as equipment problems, being recorded and filed so future maintenance problems can be assured properly?

☐ Yes

☐ No

**E. Sewer Use Ordinance**

- i. Does your community have a sewer use ordinance that limits or prohibits the discharge of excessive conventional pollutants (BOD, TSS or pH) or toxic substances to the sewer system from industries, commercial users and residences?

✓ Check one box.

☒ Yes

☐ No

*If Yes, Please describe:*

BOD- 300 MG/L, TSS- 300MG/L, PH- 5.5-9.5

- ii. Has it been necessary to enforce?

✓ Check one box.

☐ Yes

☒ No

*If Yes, Please describe:*

- iii. Any additional comments about your treatment plant or collection system? (Attach additional sheets if necessary.)

Permit #: LA0095222

### POINT CALCULATION TABLE

	Actual Values	Maximum
Part 1: <i>Influent Flow/Loadings</i>	<u>0</u>	80 points
Part 2: <i>Effluent Quality / Plant Performance</i>	<u>0</u>	100 points
Part 3: <i>Age of WWTF</i>	<u>48</u>	50 points
Part 4: <i>Overflows and Bypasses</i>	<u>0</u>	100 points
Part 5: <i>Ultimate Disposition of Sludge</i>	<u>50</u>	100 points
Part 6: <i>New Development</i>	<u>0</u>	30 points
Part 7: <i>Operator Certification Training</i>	<u>0</u>	100 points

TOTAL POINTS:

98

# ATTACHMENT 3

## SAMPLE MWPP RESOLUTION

Resolved that the village/town/city of \_\_\_\_\_ informs the  
Louisiana Department of Environmental Quality that the following actions were taken by  
\_\_\_\_\_ (governing body).

1. Resolved the Municipal Water Pollution Prevention Environmental Audit Report which  
is attached to this resolution.
2. Set forth the following actions necessary to maintain permit requirements contained  
in the Louisiana Pollution Discharge Elimination System (LPDES) permit,  
number LA \_\_\_\_\_.

(Please be specific in listing the actions that will be taken to address the problems  
identified in the audit report.)

a.

b.

c.

d.

etc..

Passed by a majority/unanimous (circle one) vote of the \_\_\_\_\_  
on \_\_\_\_\_ (date).

\_\_\_\_\_  
\_\_\_\_\_  
CLERK

Mr. Payne stated that he received a letter from LA DEQ today and asked if there were any other findings. Mr. Wimberly stated that there was nothing further the City is required to do. Mr. Wimberly stated on the summary page of the report you will see that they is a possible score of 60 and our score was 98. Mr. Wimberly continued by stating that the lower the score is the better it is and that we are pushed into a higher score due to things that are out of our control such as the age of the water treatment plant which is 19 years old. Mr. Wimberly stated that this is as good of a report as we can get.

The following Resolution was introduced by Ms. Morrow and Seconded by Mr. Nielsen as follows, to -wit:

**RESOLUTION NO. 107 OF 2012**

**A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF NATCHITOCHES TO EXTEND THE CURRENT GENERAL SERVICES AGREEMENT NO. ONE WITH AIRPORT DEVELOPMENT GROUP FOR ONE ADDITIONAL YEAR**

**WHEREAS**, the City of Natchitoches and Airport Development Group, Inc. entered into a General Services Agreement for professional services dated June 15, 2010 as approved by Resolution No. 012 of 2010 dated January 25, 2010; and

**WHEREAS**, stated in the Open General Service Agreement No. One between Airport Sponsor and Consultant for Professional Services; Section 4, 4-1; two, one year periods may be added to the original three year agreement providing all terms and conditions of the original contract have been met and there is still a good working relationship between both parties; and

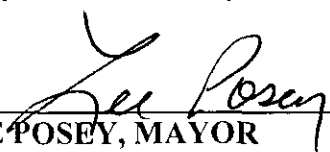
**WHEREAS**, the City Council of the City of Natchitoches is of the opinion that it is in the best interest of the City to extend the current General Services Agreement No. One with Airport Development Group for one additional year;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Natchitoches, in legal session convened, that the Honorable Lee Posey, Mayor, be and is hereby authorized, empowered and directed to extend the current General Services Agreement No. One with Airport Development Group for one additional year.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Morrow, Nielsen, Mims, Stamey, Payne</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Resolution passed by a vote of 5 Ayes to 0 Nays this the 26<sup>th</sup> day of November, 2012.

  
\_\_\_\_\_  
LEE POSEY, MAYOR

**Resolution NO. 14, 2012**

***Resolution: Extend the current General Services Agreement with  
Airport Development Group for One-Year***

WHEREAS, per Resolution No. 1 of 2010, where it was recommended by the Airport Commission to the City of Natchitoches Mayor and City Council to enter into a General Services Agreement with the Airport Development Group.

WHEREAS, per Resolution No. 12 of 2010, where said recommendation was approved by the Mayor and City Council.

WHEREAS, stated in the Open General Services Agreement No. One Between Airport Sponsor and Consultant for Professional Services; Section 4, 4-1; two, one year periods may be added to the original three year agreement providing all terms and conditions of the original contract have been met and there is still a good working relationship between both parties.

BE IT RESOLVED, being all terms and conditions of said contract have been met satisfactorily and being the relationship between both parties; the Airport Development Group and the Natchitoches Regional Airport are in good standing, the Natchitoches Airport Commission hereby recommends that the City of Natchitoches and the Natchitoches Regional Airport extends the General Services Agreement for one-year; beginning January 25, 2013 ending January 24, 2014.

THUS DONE AND SIGNED this 19 day Nov., 2012 as per agreement of the members of the Natchitoches Airport Commission at its regular monthly meeting held on, Monday, November 19, 2012.

Natchitoches Airport Commission

  
STANLEY SALTER, Chair



Motion to add Resolution No. 108 of 2012 to the agenda

Ms. Morrow made a motion to add Resolution No. 108 of 2012 to the agenda seconded by Mr. Stamey. The roll call vote was as follows:

Ayes:	Payne, Nielson, Mims, Stamey, Morrow.
Nays:	None.
Absent:	None.

The following Resolution was introduced by Mr. Stamey and Seconded by Mr. Payne as follows, to -wit:

**RESOLUTION 108 OF 2012**

**A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF NATCHITOCHES, LEE POSEY, TO EXECUTE A 'FIRST LEASE AMENDMENT' TO THAT LEASE AGREEMENT FROM THE CITY OF NATCHITOCHES TO ALLTEL COMMUNICATIONS WIRELESS, INC. d/b/a Verizon Wireless, (AN ASSIGNEE OF THE ORIGINAL LESSEE, CENTURY CELLUNET OF NORTH LOUISIANA CELLULAR LIMITED PARTNERSHIP, TO ALLOW THE PLACEMENT OF AN ADDITIONAL GENERATOR IN EXCHANGE FOR AN INCREASE IN RENT**

**WHEREAS**, Landlord and Century Cellunet of North Louisiana Cellular Limited Partnership entered into that certain Lease Agreement dated November 1, 1998 (the "Lease "). All terms used but not defined herein shall have the meaning ascribed to them in the Lease.

**WHEREAS**, (a) Century Cellunet of North Louisiana Cellular Limited Partnership changed its corporate name to ALLTEL Wireless of Shreveport, LLC by that Amendment to the Certificate of Limited Partnership dated January 31, 2003; and, (b) ALLTEL Wireless of Shreveport, LLC merged into ALLTEL Communications Wireless, Inc. by that certificate of merger filed December 22, 2010.

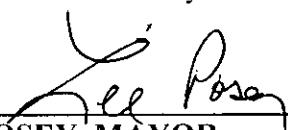
**WHEREAS**, Landlord and Tenant desire to enter into this Amendment to allow Tenant to install an addition Generator of the type described on Exhibit 1, in the location described on Exhibit 1, in exchange for an increase in rent, as further described in the attached First Lease Amendment.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Natchitoches, Louisiana, is of the opinion that it is in the best interest of the City to execute the First Lease Amendment to Lease Agreement by and between ALLTEL Communications Wireless, Inc., and that Mayor Lee Posey is hereby authorized to execute the First Lease Amendment to Lease Agreement on behalf of the City of Natchitoches.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Stamey, Payne, Nielsen, Mims, Morrow</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Lee Posey declared the Resolution passed by a vote of 5 Ayes to 0 Nays this the 26<sup>th</sup> day of November, 2012.

  
\_\_\_\_\_  
LEE POSEY, MAYOR

**FIRST LEASE AMENDMENT**

THE PARTIES to this First Lease Amendment, made this 21 day of December, 2012, ("the First Amendment") are:

CITY OF NATCHITOCHEs, LOUISIANA, a municipal corporation with an address of P.O. Box 37, Natchitoches, Louisiana 71458, represented herein by Mayor Lee Posey, duly authorized to act pursuant to Ordinance No. 108 of 2012, dated Nov. 26, 2012, a copy of which is attached and made a part hereof ("Lessor"); and,

ALLTEL COMMUNICATIONS WIRELESS, INC. d/b/a Verizon Wireless, with its principal offices located at One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920 (as successor in interest to Century Cellunet of North Louisiana Cellular Limited Partnership, a Delaware Partnership, represented by its General Partner, Century Cellunet of Shreveport, Inc., a Louisiana corporation ("Lessee")):

WHEREAS, the Parties entered a lease on November 1, 1998 ("Original Lease");

WHEREAS, Lessee desires to install additional equipment on the Leased Premises, in exchange for a change in rent to Lessor.

**THE PARTIES HEREBY AGREE AS FOLLOWS:**

**1. EQUIPMENT.** Lessee shall be allowed to install the following additional equipment on the Leased Premises, where indicated on the enclosed Exhibit "B-1":

Proposed 4'6" x 8'6" VZW Generator Pad, for Generator Model 50REOZJC, as described on Exhibit "D".

Exhibit "B" to the Original Lease is hereby deleted in its entirety and replaced with Exhibit "B-1" attached hereto and incorporated herein.

**2. RENT.** Beginning January 1, 2013, Lessee shall pay additional base rent of \$260.00 per month for the addition of the Generator; this rent shall be in addition to those rent amounts reflected in the Original Lease (see e.g. para. 3, Original Lease). This base rent shall escalate by the same percentage as the other rent increases described in

paragraph 3 of the Original Lease, for each successive Option Period. The base rent shall escalate at the same time as the other rent increases, for each Option Period.

**3. NOTICE ADDRESS.** Lessee's notice address as set forth in the Original Lease is hereby deleted in its entirety and replaced with the following:

Alltel Communications Wireless, Inc.  
d/b/a Verizon Wireless  
180 Washington Valley Road  
Bedminster, New Jersey 07921  
Attention: Network Real Estate

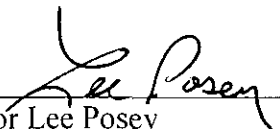
**4. OTHER TERMS.** Except as expressly amended herein, the terms of the Parties' Original Lease remain in full force and effect.

**SIGNATURE PAGES FOLLOW**

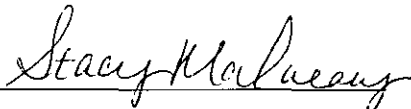
IN WITNESS WHEREOF, the Parties hereto have set their hands the day and year first written above.


**LESSOR:**  
**CITY OF NATCHITOCHES, LOUISIANA**

**WITNESSES**

  
\_\_\_\_\_  
Mayor Lee Posey

11-27-12  
\_\_\_\_\_  
Date

  
\_\_\_\_\_

  
\_\_\_\_\_


**LESSEE:**

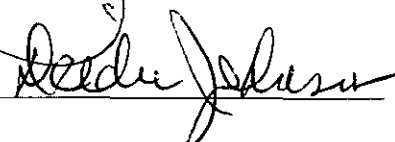
**WITNESSES**

**ALLTEL COMMUNICATIONS WIRELESS, INC. d/b/a Verizon Wireless**

  
\_\_\_\_\_

By: Hans F. Leutenegger  
Title: Area Vice President Network  
December 21, 2012  
\_\_\_\_\_  
Date

  
\_\_\_\_\_

  
\_\_\_\_\_

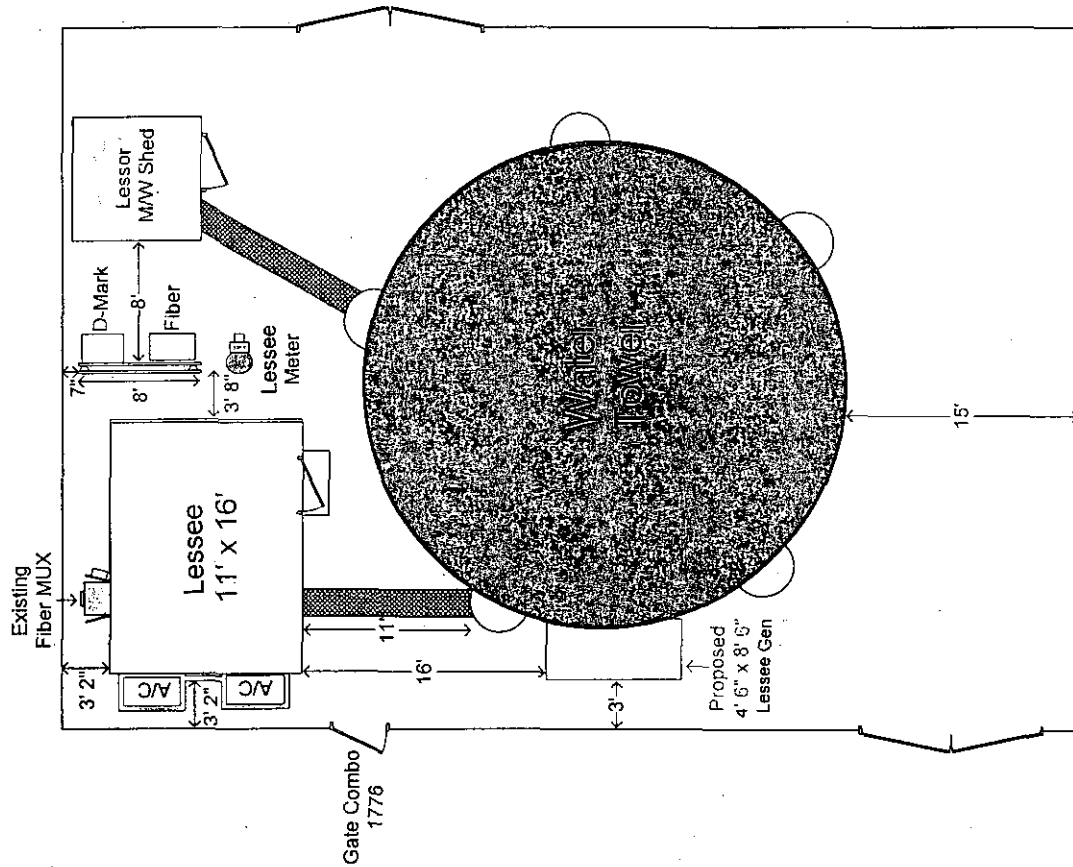
Site Name: Natchitoches Downtown

718 Amulet St.  
NATCHITOCHES, LA. 71457  
N31 45°31.3" W093 05°44.0"  
Drawn: 6-25-12

## Exhibit B-1

Natchitoches Downtown  
Exhibit B-1

Contacts  
Larry Fowler 214-475-1475  
Rustin Fowler 817-932-5656  
Cell Tech: Paul Stiles 318-471-0269



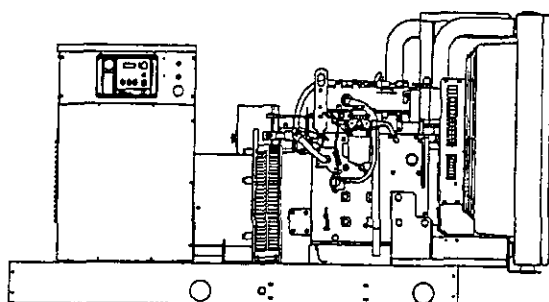
Model: **50REOZJC****KOHLER**.POWER SYSTEMS

208-600 V

Diesel

**ISO 9001**  
KOHLER  
POWER SYSTEMS  
NATIONALLY REGISTERED**Ratings Range**

		60 Hz
Standby:	kW	37-50
	kVA	37-63
Prime:	kW	33-45
	kVA	33-56

**Generator Set Ratings**

Alternator	Voltage	Ph	Hz	130°C Rise Standby Rating		105°C Rise Prime Rating	
				kW/kVA	Amps	kW/kVA	Amps
4P7	120/208	3	60	47/59	163	43/54	149
	127/220	3	60	49/61	161	45/56	148
	120/240	3	60	47/59	141	43/54	129
	120/240	1	60	37/37	154	33/33	138
	139/240	3	60	50/63	150	45/56	135
	220/380	3	60	40/50	76	36/45	68
	277/480	3	60	50/63	75	45/56	68
4P8	347/600	3	60	40/50	48	36/45	43
	120/208	3	60	50/63	173	45/56	156
	127/220	3	60	50/63	164	45/56	148
	120/240	3	60	50/63	150	45/56	135
	120/240	1	60	47/47	196	43/43	179
	139/240	3	60	50/63	150	45/56	135
	220/380	3	60	50/63	95	45/56	85
4Q10	277/480	3	60	50/63	75	45/56	68
	347/600	3	60	50/63	60	45/56	54
4Q10	120/240	1	60	50/50	208	45/45	188

**RATINGS:** All three-phase units are rated at 0.8 power factor. All single-phase units are rated at 1.0 power factor. **Standby Ratings:** Standby ratings apply to installations served by a reliable utility source. The standby rating is applicable to varying loads for the duration of a power outage. There is no overload capability for this rating. Ratings are in accordance with ISO-3046/1, BS 5514, AS 2789, and DIN 8271. **Prime Power Ratings:** Prime power ratings apply to installations where utility power is unavailable or unreliable. At varying load, the number of generator set operating hours is unlimited. A 10% overload capacity is available for one hour in twelve. Ratings are in accordance with ISO-3046/1, BS 5514, AS 2789, and DIN 8271. For limited running time and base load ratings, consult the factory. Obtain the technical information bulletin (TIB-101) on ratings guidelines for the complete ratings definitions. The generator set manufacturer reserves the right to change the design or specifications without notice and without any obligation or liability whatsoever. **GENERAL GUIDELINES FOR DERATION:** Altitude: Derate 0.5% per 100 m (328 ft.) elevation above 2300 m (7546 ft.). Temperature: Derate 2.0% per 10°C (18°F) temperature above 25°C (77°F).

**Standard Features**

- Kohler Co. provides one-source responsibility for the generating system and accessories.
- The generator set and its components are prototype-tested, factory-built, and production-tested.
- The 60 Hz generator set offers a UL 2200 listing.
- The generator set accepts rated load in one step.
- The 60 Hz generator set meets NFPA 110, Level 1, when equipped with the necessary accessories and installed per NFPA standards.
- The 60 Hz generator set engine is certified by the Environmental Protection Agency (EPA) to conform to Tier 3 nonroad emissions regulations.
- A one-year limited warranty covers all systems and components. Two-, five-, and ten-year extended warranties are also available.
- Alternator features:
  - The unique Fast-Response™ II excitation system delivers excellent voltage response and short-circuit capability using a permanent magnet (PM)-excited alternator.
  - The brushless, rotating-field alternator has broadrange reconnectability.
- Other features:
  - Controllers are available for all applications. See controller features inside.
  - The low coolant level shutdown prevents overheating (standard on radiator models only).
  - Integral vibration isolation eliminates the need for under-unit vibration spring isolators.

## Alternator Specifications

Specifications	Alternator
Manufacturer	Kohler
Type	4-Pole, Rotating-Field
Exciter type	Brushless, Permanent-Magnet
Leads: quantity, type	
4Q10	4, 110-120/220-240
4P7, 4P8	12, Reconnectable
Voltage regulator	Solid State, Volts/Hz
Insulation:	NEMA MG1
Material	Class H
Temperature rise	130°C, Standby
Bearing: quantity, type	1, Sealed
Coupling	Flexible Disc
Amortisseur windings	Full
Voltage regulation, no-load to full-load	
Decision-Maker 550 controller (with 0.5% drift due to temp. variation)	3-Phase Sensing, $\pm 0.25\%$
Decision-Maker 3000 controller	3-Phase Sensing, $\pm 0.5\%$
One-step load acceptance	100% of Rating
Unbalanced load capability	100% of Rated Standby Current
Peak motor starting kVA:	(35% dip for voltages below)
480 V 4P7 (12 lead)	194
480 V 4P8 (12 lead)	212
240 V 4Q10 (4 lead)	155

- NEMA MG1, IEEE, and ANSI standards compliance for temperature rise and motor starting.
- Sustained short-circuit current of up to 300% of the rated current for up to 10 seconds.
- Sustained short-circuit current enabling downstream circuit breakers to trip without collapsing the alternator field.
- Self-ventilated and drip-proof construction.
- Vacuum-impregnated windings with fungus-resistant epoxy varnish for dependability and long life.
- Superior voltage waveform from a two-thirds pitch stator and skewed rotor.
- Fast-Response™ II brushless alternator with brushless exciter for excellent load response.

## Application Data

### Engine

Engine Specifications	
Manufacturer	John Deere
Engine model	4024HF285B
Engine type	4-Cycle, Turbocharged
Cylinder arrangement	4 Inline
Displacement, L (cu. in.)	2.4 (149)
Bore and stroke, mm (in.)	86 x 105 (3.39 x 4.13)
Compression ratio	18.2:1
Piston speed, m/min. (ft./min.)	375 (1230)
Main bearings: quantity, type	5, Replaceable Insert
Rated rpm	1800
Max. power at rated rpm, kWm (BHP)	60 (80)
Cylinder head material	Cast Iron
Crankshaft material	Ductile Iron
Valve material:	
Intake	Chromium-Silicon Steel
Exhaust	Stainless Steel
Governor: type, make/model	JDEC Electronic, Level 18, EUP
Frequency regulation, no-load to full-load	Isochronous
Frequency regulation, steady state	$\pm 0.25\%$
Frequency	Fixed
Air cleaner type, all models	Dry

### Exhaust

Exhaust System	
Exhaust manifold type	Dry
Exhaust flow at rated kW, m <sup>3</sup> /min. (cfm)	12.0 (423)
Exhaust temperature at rated kW, dry exhaust, °C (°F)	574 (1066)
Maximum allowable back pressure, kPa (in. Hg)	7.5 (2.2)
Exhaust outlet size at engine hookup, mm (in.)	63.5 (2.5)

### Engine Electrical

Engine Electrical System	
Battery charging alternator:	
Ground (negative/positive)	Negative
Volts (DC)	12
Ampere rating	70
Starter motor rated voltage (DC)	12
Battery, recommended cold cranking amps (CCA):	
Quantity, CCA rating	One, 640
Battery voltage (DC)	12

### Fuel

Fuel System	
Fuel supply line, min. ID, mm (in.)	11.0 (0.44)
Fuel return line, min. ID, mm (in.)	6.0 (0.25)
Max. lift, engine-driven fuel pump, m (ft.)	3.0 (10.0)
Max. fuel flow, Lph (gph)	82 (21.7)
Fuel prime pump	Manual
Fuel filter	
Secondary	5 Microns @ 98% Efficiency
Water Separator	Yes
Recommended fuel	#2 Diesel

### Lubrication

Lubricating System	
Type	Full Pressure
Oil pan capacity, L (qt.)	7.3 (7.7)
Oil pan capacity with filter, L (qt.)	8.2 (8.7)
Oil filter: quantity, type	1, Cartridge
Oil cooler	Water-Cooled



CITY OF NATCHITOCHEs  
GENERAL FUND BUDGET REPORT  
AS OF OCTOBER 31, 2012

		CURRENT MONTH			YEAR TO DATE			
TOTAL BUDGET 12/13FY		MONTHLY BUDGET *1	ACTUAL	(OVER) UNDER BUDGET	YTD ACTUAL	ENCUM- BRANCES	UNREALIZED AVAILABLE BALANCE	PERCENT RECEIVED/ EXPENSED
13,936,428	REVENUE	1,161,369	719,790	(441,578.64)	4,599,421		9,337,007	33.00%
EXPENDITURES								
DEPARTMENT:								
538,096	CITY HALL / FINANCE	44,841	41,970	2,871.21	184,917	3,039	350,140	34.93%
691,210	COMMUNITY DEVELOPMENT	57,601	65,256	(7,655.47)	237,990	15,079	438,141	36.61%
244,159	PLANNING & ZONING	20,347	15,087	5,260.01	77,872	85	166,202	31.93%
2,707,610	FIRE DEPARTMENT	225,634	208,017	17,616.99	1,031,203	2,163	1,674,244	38.17%
4,140,329	POLICE DEPARTMENT	345,027	345,523	(495.60)	1,570,752	4,651	2,564,926	38.05%
152,001	ANIMAL SHELTER	12,667	10,819	1,847.36	54,983	947	96,072	36.80%
333,251	PURCHASING	27,771	22,047	5,723.95	111,998	2,801	218,453	34.45%
230,807	CITY GARAGE	19,234	17,627	1,607.25	83,782		147,025	36.30%
870,369	RECREATION *2	72,531	56,358	16,172.54	371,909	2,615	495,845	43.03%
1,434,011	PUBLIC WORKS	119,501	111,241	8,259.45	506,227	26,755	901,029	37.17%
2,377,163	INDIRECT EXPENSE	198,097	130,112	67,984.67	1,023,864	35,895	1,317,404	44.58%
217,422	PROGRAMMING & PROMOTIONS	18,119	20,336	(2,217.91)	67,888	588	148,946	31.49%
13,936,428	TOTAL GENERAL FUND	1,161,369	1,044,395	116,974.44	5,323,386	94,617	8,518,426	38.88%

FOOTNOTES:

\*1 - 1/12th OF TOTAL BUDGET

\*2 - SEASONAL ACTIVITY

% BUDGET YEAR ELAPSED 42%

% BUDGET EXPENDED 39%

**CITY OF NATCHITOCHES**  
**UTILITY (PROPRIETARY) FUND BUDGET REPORT**  
**AS OF OCTOBER 31, 2012**

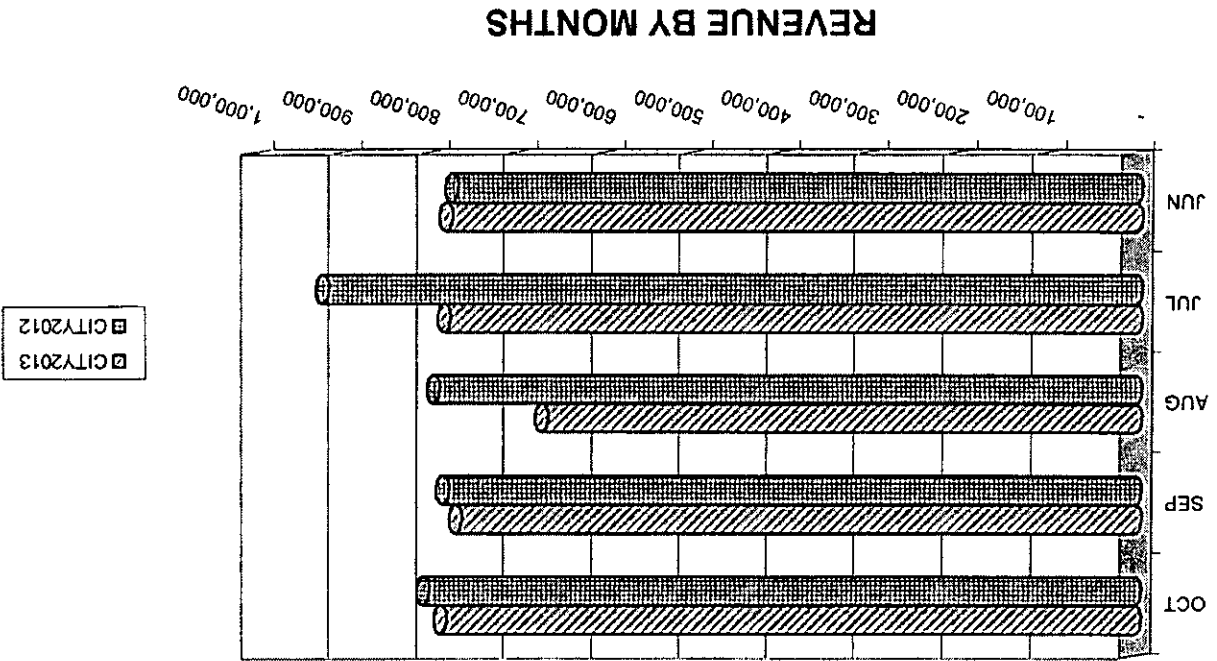
<b>CURRENT MONTH</b>				<b>YEAR TO DATE</b>			
			(OVER)				
TOTAL	MONTHLY		UNDER	YTD	ENCUM- BRANCES	UNREALIZED / AVAILABLE BALANCE	PERCENT RECEIVED/ EXPENSED
<u>12/13 FY</u>	<u>BUDGET *1</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BRANCES</u>	<u>BALANCE</u>	<u>EXPENSED</u>
<b>REVENUE</b>							
40,687,097	3,390,591	2,926,088	(464,503.92)	15,611,031		25,076,066	38.37%
<b>EXPENDITURES</b>							
<b>DEPARTMENT:</b>							
UTILITY ADMINISTRATION	24,903	19,086	5,817.17	124,019	10,479	164,344	45.01%
WATER	171,379	244,915	(73,535.44)	925,193	34,266	1,097,092	46.65%
SEWER	127,956	132,303	(4,346.43)	557,791	11,743	965,942	37.09%
ELECTRIC	2,254,274	1,915,973	338,300.48	8,189,193	25,659	18,836,431	30.37%
UTILITY BILLING	50,969	49,517	1,452.44	208,027	548	403,058	34.10%
INFORMATION TECH	27,121	17,758	9,363	140,707	6,923	177,823	45.36%
INDIRECT	733,988	755,385	(21,396.43)	3,763,752	3,346	5,040,762	42.77%
<b>TOTAL UTILITY FUND</b>	<b>3,390,591</b>	<b>3,134,936</b>	<b>255,655.06</b>	<b>13,908,683</b>	<b>92,963</b>	<b>26,685,452</b>	<b>34.41%</b>

**FOOTNOTES:**

\*1 - 1/12th OF TOTAL BUDGET

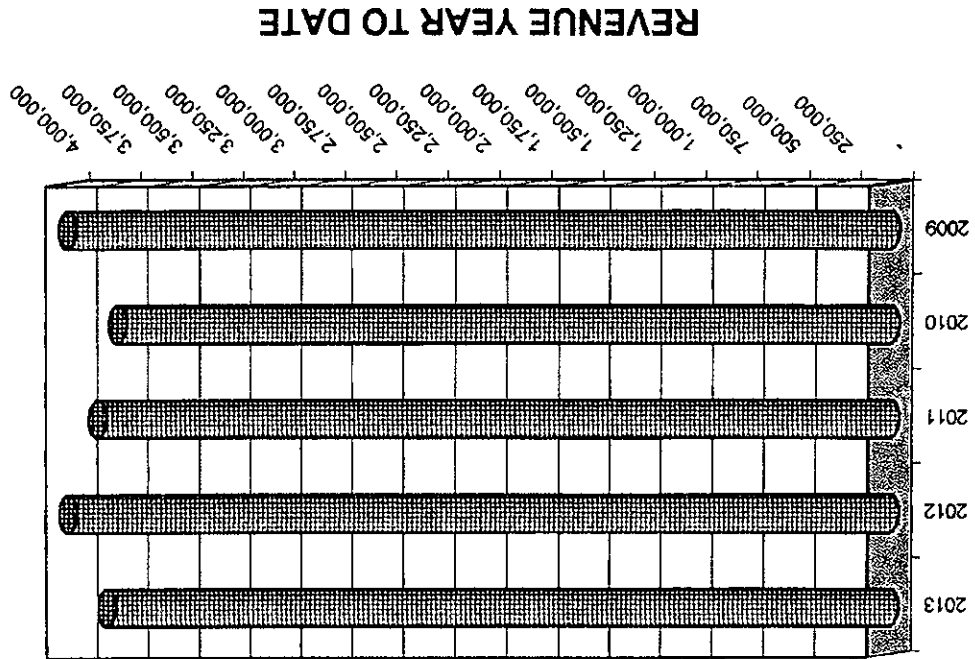
% BUDGET YEAR ELAPSED 42%  
 % BUDGET EXPENDED 34%

2009	2010	2011	2012	2013	DIFF 12/13	DIFF %
821,444	754,700	745,293	778,326	784,706	6,380	0.82%
841,099	805,871	833,927	925,940	787,124	(138,816)	-14.99%
758,211	723,797	747,034	799,473	675,717	(123,756)	-15.48%
791,864	741,017	739,153	788,812	773,754	(15,058)	-1.91%
818,505	733,485	790,155	811,193	791,074	(20,119)	-2.48%



**CITY OF NATCHITOCHEES  
FISCAL YEAR SALES TAX COLLECTIONS**

# CITY OF NATCHITOCHEES FISCAL YEAR SALES TAX COLLECTIONS



## REVENUE YEAR TO DATE

PERIOD	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	DIFF 12/13	DIFF %
JUN	821,444	754,700	745,293	778,326	784,706	6,380	0.82%
JUL	1,662,543	1,560,571	1,579,220	1,704,266	1,571,830	(132,436)	-7.77%
AUG	2,420,754	2,284,368	2,326,254	2,503,739	2,247,547	(256,192)	-10.23%
SEP	3,212,618	3,025,385	3,065,407	3,292,551	3,021,301	(271,250)	-8.24%
OCT	4,031,123	3,758,870	3,855,562	4,103,744	3,812,375	(291,369)	-7.10%

Mr. Pat Jones next presented the Financial Report. Mr. Jones directed the Council to the Budget Report. Mr. Jones stated from a review of the General Fund Budget report you will see that after five months our revenues are at 33% and the expenditures are at 39%. Mr. Jones stated that he had no major items to report in the General Fund. There are two departments over budget. One is the recreation department and that is because all of their programs are in the summer and all of their expenses come up front. The other is due to the insurance transfer that has been made which shows a high expenditure and the percentage will drop each month. The Utility Fund Report shows the revenues at 38% and the expenditures at 34%. Mr. Jones stated that the Utility Fund is operating within its budget on the revenues it receives. We have the Sales Tax Collections Report from the Commission and it shows the October sales tax collections are down by 2.48%. Mr. Jones stated that this is okay and hopefully all the large decreases have gone away. Mr. Jones next directed the Council to the Revenue Year To Date Report which shows that during this fiscal year we are down 7.14%. Mr. Jones explained that we have made a rebound because we were at 10.23% in August and hopefully with the Christmas season it will get better. The crowds were excellent for the last two weekends and if that continues maybe we will see an increase in the sales tax. Mr. Jones reported that the auditors have completed the audit and exit interview with himself and Mayor Posey and there were no findings. Mr. Jones thanked the Department Heads for their help and hard work and the finance staff for all that they do.

Mayor Posey stated that he wanted to brag on all the departments and especially Mr. Jones'. Mayor Posey advised that the auditors stated that they perform numerous audits and that our people are organized and efficient and they were very impressed and that it was a pleasure to work with the City of Natchitoches. Mayor Posey thanked everyone for that.

Mayor Posey announced there will not be a City Council Meeting on Monday, December 24, 2012.

Mayor Posey further announced that the City of Natchitoches will be closed Monday, December 24 and Tuesday, December 25 for the Christmas Holidays.

With no further discussion, the Mayor made a motion to adjournment and all were in favor. The meeting was adjourned at 6:20 PM.

  
LEE POSEY, MAYOR

  
DON MIMS, MAYOR PRO TEMPORE